

BEAR CREEK TOWNSHIP BUILDING PERMIT PROCESS

FOR ALL BUILDING PROJECTS, the following permits are required:

YES N/A All items marked (1) shall be secured with a permit before a building permit can be issued.

	(1) PROPERTY ADDRESS:	Emmet County Building Dept. – Matthew Farnsworth- (231)348-0667 200 Division Street, Suite 18, Petoskey, MI 49770
	(1) HEALTH DEPT Well & Septic:	Northwest Community Health – Linda Smith 906-286-2371 3434-119, Suite A, Harbor Springs, Mi 49740
	(1) SOIL EROSION & CRITICAL DUNES:	Emmet County Ordinance Enforcement Officer – Nancy Salar (231)439-8996 3434 M-119 Suite E Harbor Springs, Mi 49740
	MISS DIG	811
	(1) HIGH RISK EROSION & WETLANDS:	MI D.E.Q. -Penny Holt – (517)373-1952 Fax (989)731-6181 2100 West M-32, Gaylord, MI 49735
	(1) SEWER TAP:	Bear Creek Township -Lizzy Coats - (231)347-0592 Inspector – Denny Keiser – (231)347-0592 373 N. Division Road, Petoskey, MI 49770
	(1) DRIVEWAY: Local Roads: State Highways:	Emmet County Road Commission – James Godzik (231)347-8182 ET 5 2265 E. Hathaway Rd, Harbor Springs, MI 49740 All Permits are online bases only at www.oxcartpermits.com MDOT – Andy Perketete (989) 731-5090 1088 E. M-32, Gaylord, MI 49735
	(1) Zoning:	Emmet County Office of Planning & Zoning & Construction (231) 348-1735 3434 M-119 Harbor Springs, MI 49740
	PLUMBING & MECHANICAL:	Emmet County Office of Planning & Zoning & Construction (231) 348-1735 3434 M-119 Harbor Springs, MI 49740
	ELECTRICAL: Online permits at www.bearcreektownshipmi.gov	Bear Creek Township -Wayne Sundstrom - (231)347-3204 373 N. Division Rd, Petoskey, MI 49770 Plans required on all commercial, sealed plans required when over 400 amps and building is over 3500sf
	BUILDING: Online permits at www.bearcreektownshipmi.gov	Bear Creek Township – Bryan Conklin – (231)347-3204 373 N Division Rd, Petoskey, MI 49770 Residential Buildings over 3500 sq ft. and Commercial Projects require sealed plans. (ALL COMMERCIAL PROJECTS REQUIRE SEALED PRINTS, EXCEPTION-MINOR PROJECTS)

IN ADDITION, FOR COMMERCIAL PROJECTS ONLY

	FIRE DEPT:	Resort Bear Creek Fire Dept – Fire Chief Al Welsheimer – (231)347-0592
	SIGNS & OUTDOOR LIGHTING:	Emmet County Office of Planning & Zoning Tammy Doernenburg (231)348-1735 3434 M-119 Suite E, Harbor Springs, MI 49740